AGENCY STRATEGIC PLAN

FOR THE FISCAL YEARS

2005 - 2009



DEPARTMENT OF ARKANSAS HERITAGE

FUNCTIONAL AREA: NATURAL & CULTURAL RESOURCES

AGENCY STRATEGIC PLAN APPROVAL FORM

FOR THE FISCAL YEARS

2005 - 2009

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Director

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Agency Name	Agency Name Department of Arkansas Heritage				
Agency Mission Statement					
•	ge and enhance the quality of life by the discovery, preservation, i's natural, cultural, and historic resources.				

AGENCY GOAL 1:

To identify, discover, preserve, and enhance Arkansas's heritage: natural, cultural, and historic resources.

AGENCY GOAL 2:

To present Arkansas's heritage: natural, cultural, and historic resources.

Agency Name		Department of Arkansas Heritage		
Program		Administration		
Program Authorizatio	n	Arkansas Code §§ 25-3-101 to 25-3-108; Arkansas Constitution Amendment 75 (Conservation Tax).		
Program Definition: Program Funds-Center Code: 0865P01		Provide department wide administration and legal, fiscal, personnel, purchasing, program, and information technology support.		
AGENCY GOAL(S) #	1, 2			
Anticipated Funding Sources for the Program:		General Revenue; Special Revenue		

GOAL 1:

To provide leadership, resources, and infrastructure to effectively achieve agency goals.

OBJECTIVE 1: (Sub-Funds Center Code To be assigned by DFA – Accounting)

To provide budgetary, administrative, and program efficiencies in performing the mission of the Department of Arkansas Heritage.

STRATEGY 1:

Staff will administer all Department of Arkansas Heritage activities in an efficient manner and in compliance with federal and state law.

STRATEGY 2:

Use of special revenues to preserve and protect natural, cultural, and historic resources from decay and destruction; keep historical information and resources flowing into classrooms; discover and identify natural, cultural, and historic treasures; support and encourage art to be created for future generations; and expand knowledge of Arkansas's unique heritage from prehistoric times to present for Arkansans and our visitors.

Agency Name	Department of Arkansas Heritage			
Program	Administration			

DESCRIPTION (Indicate the Goal and Objective to which applicable)	METHODS AND SOURCES USED OBTAINING DATA	FISCAL YEAR 2005	FISCAL YEAR 2006	FISCAL YEAR 2007	FISCAL YEAR 2008	FISCAL YEAR 2009
Timely processing of agency and program paperwork (such as warrants, contracts, and RFPs) based on in-house manual for accounting and paperwork processes. Goal 1, Objective 1	AASIS reports; program feedback; in-house manual for accounting and paperwork processes.	95% processed correctly and on time				
Percentage of agency programs' measurable performance targets met for the period. Goal 1, Objective 1	Review of agency programs' performance measures and results.	90% of programs' targets attained	90% of programs' targets attained	91% of programs' targets attained	91% of programs' targets attained	92% of programs' targets attained
Compliance with law measured by absence of complaint by funding or regulatory agencies such as the National Park Service, state and federal granting agencies, and legislative auditors. Goal 1, Objective 1	Input from state and federal funding and regulatory agencies.	No more than 20 valid com- plaints	No more than 20 valid com- plaints	No more than 19 valid com- plaints	No more than 19 valid com- plaints	No more than 18 valid com- plaints
Administer special revenues in compliance with published criteria for Amendment 75 expenditures. Goal 1, Objective 1	Review of Conservation Tax distributions: comparison with Amendment 75 published criteria	100% compliance	100% compliance	100% compliance	100% compliance	100% compliance

Agency Name		Department of Arkansas Heritage
Program		Arkansas Arts Council
Program Authorization	n	Arkansas Code §§ 13-8-101 to 13-8-106; and §§13-8-201 to 13-8-209.
Program Definition: Program Funds-Center Code: 0870P01		Mission: The Arkansas Arts Council, in its role as public partner, will advance and empower the arts in Arkansas for the benefit of all Arkansans by developing, encouraging, and supporting arts in education for lifelong learning; community cultural development; fair and equitable access to the arts for all Arkansans; and artistic excellence, diversity, and innovation.
AGENCY GOAL(S) # 2		
Anticipated Funding Sources for the Program:		General Revenue; Federal Funds; Cash Funds

GOAL 1:

To present and enhance Arkansas's cultural heritage as reflected in the arts.

OBJECTIVE 1: (Sub-Funds Center Code To be assigned by DFA – Accounting)

To administer the Arkansas Arts Council's programs of financial, technical, and other assistance.

STRATEGY 1:

The staff will administer all programs and support services of the Arkansas Arts Council in an efficient manner and in compliance with federal and state law, program guidelines, and the program's mission.

Agency Name	Department of Arkansas Heritage			
Program	Arkansas Arts Council			

DESCRIPTION (Indicate the Goal and Objective to which applicable)	METHODS AND SOURCES USED OBTAINING DATA	FISCAL YEAR 2005	FISCAL YEAR 2006	FISCAL YEAR 2007	FISCAL YEAR 2008	FISCAL YEAR 2009
Disburse all available financial assistance efficiently and in accordance with state and federal guidelines. Goal 1, Objective 1	Grant records; program guidelines.	100% disbursement of available funding	100% disbursement of available funding	100% disbursement of available funding	100% disbursement of available funding	100% disburseme nt of available funding
Provide requested financial assistance to eligible organizations to the extent that available funding permits. For comparison, 82% of the amount requested in FY03 was funded. <i>Goal 1, Objective 1</i>	Grant applications; grant records.	Award maximum % of funds requested	Award maximum % of funds requested	Award maximum % of funds requested	Award maximum % of funds requested	Award maximum % of funds requested
Provide technical and programming assistance in an efficient and effective manner. Goal 1, Objective 1	Staff activity reports; audience surveys at agency sponsored workshops and conferences.	90% of all requests for assistance provided	90% of all requests for assistance provided	91% of all requests for assistance provided	91% of all requests for assistance provided	92% of all requests for assistance provided
Percentage of grants that met grant program guidelines and achieved grant objectives. Goal 1, Objective 1	Program staff review of grantees' final reports and evaluations; site visits	90% of grants met guidelines and achieved objectives	90% of grants met guidelines and achieved objectives	91% of grants met guidelines and achieved objectives	91% of grants met guidelines and achieved objectives	92% of grants met guidelines and achieved objectives

Agency Name		Department of Arkansas Heritage
Program		Delta Cultural Center
Program Authorization	n	Arkansas Code §§ 13-5-701 to 13-5-706.
Program Definition:		
Program Funds-Center Code: <u>0867P01</u>		Mission: To preserve, research, document, interpret, and present the heritage of the people of the Arkansas Delta.
AGENCY GOAL(S) #	1, 2	
Anticipated Funding Sources for the Program:		General Revenue; Cash Funds

GOAL 1:

To preserve, research, document, interpret, and present the history and heritage of the Arkansas Delta.

OBJECTIVE 1: (Sub-Funds Center Code To be assigned by DFA – Accounting)

To manage all activities and property of the Delta Cultural Center.

STRATEGY 1:

The staff will manage all activities and property of the Delta Cultural Center in an efficient manner and in compliance with federal law, state law, professional museum guidelines, museum policy, and the museum's mission.

Agency Name	Department of Arkansas Heritage			
Program	Delta Cultural Center			

DESCRIPTION (Indicate the Goal and Objective to which applicable)	METHODS AND SOURCES USED OBTAINING DATA	FISCAL YEAR 2005	FISCAL YEAR 2006	FISCAL YEAR 2007	FISCAL YEAR 2008	FISCAL YEAR 2009
Research, acquire, and /or preserve stories and items associated with the Arkansas Delta. (% compliance with long range plan) Goal 1, Objective 1	Internal practices follow priorities established in long range plan.	100%	100%	100%	100%	100%
Research, interpret, and present topics associated with the Arkansas Delta. (% compliance with long range plan) Goal 1, Objective 1	Internal monitoring following museum long range plan and compliance with American Association of Museum professional standards.	100%	100%	100%	100%	100%
Demonstrate good stewardship of resources toward preservation of historic properties by compliance with Secretary of Interior and American Association of Museum professional standards. (% compliance with long range plan) Goal 1, Objective 1	Compliance reviews by external parties and follow priorities established in long range plan.	100%	100%	100%	100%	100%

^{*} Statistics that can be provided – number of visitors to site per year; number of audience reached by program per year; number of programs presented annually; number of exhibits mounted per year; number of web site hits per year; number of artifacts acquired in a year; total number of artifacts in collection.

Agency Name		Department of Arkansas Heritage		
Program		Historic Arkansas Museum		
Program Authorization	1	Arkansas Code §§ 13-7-301 to 13-7-309.		
Program Definition:				
Program Funds-Center Code: <u>0885P01</u>		Mission: To communicate the early history of Arkansas and its creative legacy through preserving, interpreting, and presenting stories and collections for the education and enjoyment of the people we serve.		
AGENCY GOAL(S) #	1, 2			
Anticipated Funding Sources for the Program:		General Revenue; Cash Funds		

GOAL 1:

To preserve, research, document, interpret, and present the early history of Arkansas and its creative legacy.

OBJECTIVE 1: (Sub-Funds Center Code To be assigned by DFA – Accounting)

To manage all activities and property of the Historic Arkansas Museum.

STRATEGY 1:

The staff will manage all activities and property of the Historic Arkansas Museum in an efficient manner and in compliance with federal law, state law, professional museum guidelines, museum policy, and the museum's mission.

Agency Name	Department of Arkansas Heritage		
Program	Historic Arkansas Museum		

DESCRIPTION (Indicate the Goal and Objective to which applicable)	METHODS AND SOURCES USED OBTAINING DATA	FISCAL YEAR 2005	FISCAL YEAR 2006	FISCAL YEAR 2007	FISCAL YEAR 2008	FISCAL YEAR 2009
Collect, preserve, research, and document the stories and objects of early Arkansas and its creative legacy. (% compliance with long range plan) Goal 1, Objective 1	Internal practices follow priorities established in long range plan.	100%	100%	100%	100%	100%
Interpret and present the stories and objects of early Arkansas and its creative legacy. (% compliance with long range plan) Goal 1, Objective 1	Internal monitoring following museum long range plan and compliance with American Association of Museum professional standards.	100%	100%	100%	100%	100%
Demonstrate good stewardship of resources in the preservation of historic properties by compliance with Secretary of Interior and American Association of Museum professional standards. (% compliance with long range plan) Goal 1, Objective 1	Compliance reviews by external parties and follow priorities established in long range plan.	100%	100%	100%	100%	100%

^{*} Statistics that can be provided – number of visitors to site per year; number of audience reached by program per year; number of programs presented annually; number of exhibits mounted per year; number of web site hits per year; number of artifacts acquired in a year; total number of artifacts in collection.

Agency Name		Department of Arkansas Heritage
Program		Historic Preservation Program
Program Authorization	n	National Historic Preservation Act; Arkansas Code §§
		13-7-101 to 13-7-110.
Program Definition:		
Program Funds-Center Code: <u>0877P01</u>		Mission: To fulfill the objectives of the National Historic Preservation Act through the identification, preservation, and protection of the cultural heritage of the State of Arkansas.
AGENCY GOAL(S) #	1, 2	
Anticipated Funding Sources for the Program:		General Revenue; Federal Funds; Cash Funds; Trust Funds

GOAL 1:

To identify, preserve, and present Arkansas's heritage as reflected in its cultural resources.

OBJECTIVE 1: (Sub-Funds Center Code To be assigned by DFA –Accounting)

To administer the Historic Preservation Program's activities and programs.

STRATEGY 1:

The staff will administer all programs and support services of the Historic Preservation Program in an efficient manner and in compliance with federal and state law, program guidelines, and the program's mission.

Agency Name	Department of Arkansas Heritage			
Program	Historic Preservation Program			

DESCRIPTION (Indicate the Goal and Objective to which applicable)	METHODS AND SOURCES USED OBTAINING DATA	FISCAL YEAR 2005	FISCAL YEAR 2006	FISCAL YEAR 2007	FISCAL YEAR 2008	FISCAL YEAR 2009
Obtain National Park Service certification of federally mandated programs and activities such as the Certified Local Government program, Section 106 compliance, and National Register nominations. Goal 1, Objective 1	National Park Service.	100% certified				
Disburse all available financial assistance efficiently and in accordance with state and federal guidelines. Goal 1, Objective 1	Internal databases.	100% disbursement of available funding				
Provide requested financial assistance to eligible organizations to the extent that available funding permits. Goal 1, Objective 1	Grant applications; grant database.	Award 20% of requested funds				
Percentage of requests for technical assistance addressed. Goal 1, Objective 1	Internal databases.	Address 80% of requests for technical assistance	Address 80% of requests for technical assistance	Address 81% of requests for technical assistance	Address 81% of requests for technical assistance	Address 82% of requests for technical assistance

Agency Name	Department of Arkansas Heritage		
Program	Historic Preservation Program		

DESCRIPTION	METHODS AND	FISCAL	FISCAL	FISCAL	FISCAL	FISCAL
(Indicate the Goal and Objective to	SOURCES USED	YEAR	YEAR	YEAR	YEAR	YEAR
which applicable)	OBTAINING DATA	2005	2006	2007	2008	2009
Percentage of grants that met grant program guidelines and achieved grant objectives. Goal 1, Objective 1	Program staff review of grantees' final reports and evaluations; site visits.	90% of grants met guidelines and achieved objectives	90% of grants met guidelines and achieved objectives	•	91% of grants met guidelines and achieved objectives	92% of grants met guidelines and achieved objectives

Agency Name		Department of Arkansas Heritage
Program		Mosaic Templars Cultural Center
Program Authorization	1	Arkansas Code §§ 13-5-901 to 13-5-904.
Program Definition: Program Funds-Center Code: 0873P01		To create a center for African-American culture and business enterprise and operate a program of temporary and permanent exhibits, a library and resource center, and live performances.
AGENCY GOAL(S) # 1, 2		
Anticipated Funding Sources for the Program:		General Revenue; Cash Funds

GOAL 1:

To preserve, research, document, interpret, and present the history of African-American culture and business enterprise in Arkansas.

OBJECTIVE 1: (Sub-Funds Center Codes to be assigned by DFA – Accounting)

To manage all activities and property of the Mosaic Templars Cultural Center.

STRATEGY 1:

The staff will manage all activities and property of the Mosaic Templars Cultural Center in an efficient manner and in compliance with federal law, state law, professional museum guidelines, museum policy, and the museum's mission.

Agency Name	Department of Arkansas Heritage		
Program	Mosaic Templars Cultural Center		

DESCRIPTION (Indicate the Goal and Objective to which applicable)	METHODS AND SOURCES USED OBTAINING DATA	FISCAL YEAR 2005	FISCAL YEAR 2006	FISCAL YEAR 2007	FISCAL YEAR 2008	FISCAL YEAR 2009
Collect, preserve, research, and document the stories and objects associated with the mission of the museum. (% compliance with long range plan) Goal 1, Objective 1	Internal practices follow priorities established in long range plan.	100%	100%	100%	100%	100%
Research, interpret, and present topics associated with the mission of the museum. (% compliance with long range plan) Goal 1, Objective 1	Internal monitoring following museum long range plan and compliance with American Association of Museum professional standards.	100%	100%	100%	100%	100%
Demonstrate good stewardship of resources towards preservation and conservation of historic properties by compliance with Secretary of Interior and American Association of Museum professional standards. (% compliance with long range plan) Goal 1, Objective 1	Compliance reviews by external parties and follow priorities established in long range plan.	100%	100%	100%	100%	100%

^{*} Statistics that can be provided – number of visitors to site per year; number of audience reached by program per year; number of programs presented annually; number of exhibits mounted per year; number of web site hits per year; number of artifacts acquired in a year; total number of artifacts in collection.

Agency Name		Department of Arkansas Heritage
Program		Natural Heritage Commission
Program Authorization	1	Arkansas Code §§ 15-20-301 to 15-20-319; §§15-20-501 to 15-20-503; §§15-23-301 to 15-23-317.
Program Definition: Program Funds-Center 0880P01	r Code:	Mission: To preserve natural diversity, to promote choice among beneficial uses of the environment, and to promote a balance between the development and environmental protection of Arkansas for this and succeeding generations.
AGENCY GOAL(S) # 1, 2		
Anticipated Funding Sources for the Program:		General Revenue; Federal Funds; Cash Funds

GOAL 1:

To identify, preserve, and present Arkansas's natural heritage.

OBJECTIVE 1: (Sub-Funds Center Code to be assigned by DFA – Accounting)

To administer the Natural Heritage Commission's activities and programs.

STRATEGY 1:

The staff will administer all programs and support services of the Natural Heritage Commission in an efficient manner and in compliance with federal and state law, program guidelines, and the program's mission.

Agency Name	Department of Arkansas Heritage		
Program	Natural Heritage Commission		

DESCRIPTION (Indicate the Goal and Objective to which applicable)	METHODS AND SOURCES USED OBTAINING DATA	FISCAL YEAR 2005	FISCAL YEAR 2006	FISCAL YEAR 2007	FISCAL YEAR 2008	FISCAL YEAR 2009
Initiate Element Occurrence data to respond to requests for conservation reviews; and, to maintain County Element Lists for the Registry of Natural Areas. Goal 1, Objective 1	Annual Report of Registry of Natural Areas; Species inventories of public & private lands; review scientific journals; maintain organization and accessibility of data.	100% compliance; Annual Report of Registry of Natural Areas by Dec. 1st	100% compliance; Annual Report of Registry of Natural Areas by Dec. 1st	100% compliance; Annual Report of Registry of Natural Areas by Dec. 1st	100% compliance; Annual Report of Registry of Natural Areas by Dec. 1st	100% compliance; Annual Report of Registry of Natural Areas by Dec. 1st
Identify and acquire interests in lands required for a comprehensive, adequate, and representative landscape of Arkansas for inclusion in the System of Natural Areas. Goal 1, Objective 1	Review of acquisition plan; AASIS financial reports; grant reports.	Use 100% of available funding for targeted lands according to acquisition plan	Use 100% of available funding for targeted lands according to acquisition plan	Use 100% of available funding for targeted lands according to acquisition plan	Use 100% of available funding for targeted lands according to acquisition plan	Use 100% of available funding for targeted lands according to acquisition plan
Prepare and ensure compliance with Natural Area Management Plans in accordance with ANCRC Rules & Regulations. Goal 1, Objective 1	Annual Report of Status of the System of Natural Area by Dec. 1st to Governor and to Legislature; internal databases.	90% of Mgt Plan work tasks addressed	90% of Mgt Plan work tasks addressed	91% of Mgt Plan work tasks addressed	91% of Mgt Plan work tasks addressed	92% of Mgt Plan work tasks addressed

Agency Name	Department of Arkansas Heritage
Program	Natural Heritage Commission

DESCRIPTION	METHODS AND	FISCAL	FISCAL	FISCAL	FISCAL	FISCAL
(Indicate the Goal and Objective to	SOURCES USED	YEAR	YEAR	YEAR	YEAR	YEAR
which applicable)	OBTAINING DATA	2005	2006	2007	2008	2009
Cooperative Projects will be formalized with other organizations to implement the program's mission, and presented for Commission approval according to ANHC Rules & Regulations. Goal 1, Objective 1	Report of Cooperative Agreements presented to Natural Heritage Commission.	1/3 of staff time allotted to tech asst & partnership projects; Commission approval				

Agency Name		Department of Arkansas Heritage		
Program		Old State House Museum		
Program Authorization		Arkansas Code §§ 13-7-201 to 13-7-206.		
Program Definition: Program Funds-Center Code: 0875P01		Mission: To interpret the history of Arkansas from statehood to the present; to preserve the Old State House and interpret its history; and to collect and preserve artifacts that aid in that interpretation and preservation.		
AGENCY GOAL(S) #	1, 2			
Anticipated Funding Sources for the Program:		General Revenue; Cash Funds		

GOAL 1:

To preserve, research, document, interpret, and present the history of Arkansas from statehood to the present and to preserve the Old State House and interpret its history.

OBJECTIVE 1: (Sub-Funds Center Code To be assigned by DFA – Accounting)

To manage all activities and property of the Old State House Museum.

STRATEGY 1:

The staff will manage all activities and property of the Old State House Museum in an efficient manner and in compliance with federal law, state law, professional museum guidelines, museum policy, and the museum's mission.

Agency Name	Department of Arkansas Heritage
Program	Old State House Museum

DESCRIPTION (Indicate the Goal and Objective to which applicable)	METHODS AND SOURCES USED OBTAINING DATA	FISCAL YEAR 2005	FISCAL YEAR 2006	FISCAL YEAR 2007	FISCAL YEAR 2008	FISCAL YEAR 2009
Collect, preserve, research, and document Arkansas history from statehood to present. (% compliance with long range plan) Goal 1, Objective 1	Internal practices follow priorities established in long range plan.	100%	100%	100%	100%	100%
Goal 1, Objective1: Interpret and present the stories and objects of Arkansas history from statehood to present. (% compliance with long range plan) Goal 1, Objective 1	Internal monitoring following museum long range plan and compliance with American Association of Museum professional standards.	100%	100%	100 %	100%	100%
Demonstrate good stewardship of resources in the preservation of historic properties by compliance with Secretary of Interior and American Association of Museum professional standards. (% compliance with long range plan) Goal 1, Objective 1	Compliance reviews by external parties and follow priorities established in long range plan.	100%	100%	100%	100%	100%

^{*} Statistics that can be provided – number of visitors to site per year; number of audience reached by program per year; number of programs presented annually; number of exhibits mounted per year; number of web site hits per year; number of artifacts acquired in a year; total number of artifacts in collection.